

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training  
VIA : Chief, Operations School  
FROM : Chief, Headquarters Training

DATE: 23 November 1960

SUBJECT: Weekly Activities Report No. 47  
17-23 November 1960

## I. SIGNIFICANT ITEMS

Nothing to report.

## II. OTHER ITEMS

a. Clandestine Services Review: Forty-seven students have been nominated for the Clandestine Services Review Course beginning 28 November. This is five more than can be accommodated comfortably in Room 153. I have asked the office of the Registrar to place the five students on standby order to delay their enrollment to the Clandestine Services Review Course beginning 23 January 1961. Of the forty-seven students, thirty-two are from the Clandestine Services, six are from the Office of Comptroller, three are from the Office of Security, two are from the Office of Training, and one each is from the Office of Personnel, Office of Logistics, Office of Basic Intelligence and the Cable Secretariat.

b. CI Operations: Two general meetings were held with representatives of the CI Staff and operating divisions on revising CI courses. Both meetings were successful. One of the more interesting aspects of these meetings has been the note of harmony and of willingness to cooperate. We are encouraged enough to predict 16 December as the date for submitting to DTR our recommendations on the course content and schedules.

The CI Familiarization course report has been sent forward during the reporting period. Student evaluation reports are being typed.

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25X1A9a Preliminary discussions on the proposed seminar of covert action  
25X1A9a in underdeveloped areas by [REDACTED]  
25X1A9a [REDACTED] were held on Wednesday, 23 November. The understanding reached in this meeting will be detailed in a memorandum prepared by [REDACTED] for staffing the requirements and the administration of the seminar. 25X1A9a understand that [REDACTED] will brief DTR on the discussions. [REDACTED] will brief Chief, CA Staff.

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The basic idea is to hold a discussion group for twelve to sixteen officers representing WH, FE, NE and AF Divisions on political action operations in underdeveloped areas. OTR would administer the course of about one week. It was suggested that such a session be held at [REDACTED]. This 25X1A6a seminar would be a pilot model to be repeated on demand. It was further suggested that the Chief Instructor be a cleared consultant nominated by the CA Staff with the possibility of a second cleared consultant as an alternate instructor. Budget was mentioned incidentally, with the CA Staff presumably willing to pick up the tab for outside consultants. The discussion sessions would consist roughly of lectures, general meetings, work groups, presentation of area problems by work groups and critiques by instructors. Each session would include one phase of political or economic action and the relation of political action principles to area situations. Specific 25X1A8a problems developed by work groups would be discussed with proposals for action.

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e. Scientific and Technical Operations: Comments of Headquarters Training on the FI [REDACTED] Staff paper, "Training of Clandestine Services Personnel for Scientific and Technical Operations" have been forwarded to C/OS.

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f. Outside Activities: [REDACTED] lectured in the first Intelligence Collection Staff Officer Course at Fort Holabird, Maryland, on 22 November. The students in the course ranged from those with no intelligence experience to those having "considerable" field experience. It started early in September and ends in the first week of December.

Ken was originally booked for a talk of two hours. Major General Willems, ACSI, was making a quick inspection of school activities, however, and spoke to the group for 30 minutes, thereby cutting into Ken's time.

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Ken's loss of 30 minutes' speaking time posed the inevitable problem of cutting the lecture content as he proceeded. Ken believes that his talk was favorably received.

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g. Information Reporting, Reports, and Requirements: The tutorial instruction in IRRR of [REDACTED] latest officer to be assigned to the Intelligence War [REDACTED] dated on 23 November. An evaluation report will be prepared. Inasmuch as these evaluation reports usually are not seen by DTR, the comments that follow are [REDACTED] X1A9a appraisal [REDACTED] These comments were given orally to [REDACTED] 25X1A9a supervisor and will be followed by a written evaluation report.

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[REDACTED] was an attentive listener during all briefing sessions. He showed himself to be capable in collecting information. As an editor, he quickly learned appropriate organization. He demonstrated his ability to write clearly, and he became intrigued with the possibility of saving through conciseness. His performance weakness lay in the leisurely approach to his work, in the lack of a sense of urgency in getting a job done, and in a tendency even to go to sleep over a pile of reports demanding his immediate and sustained attention. In his easy-going fashion, he was one of the pleasantest students ever to attend the course - and therefore in his lack of drive an irritating one to this instructor.

### III. ADMINISTRATION

The Coast Guard has just issued me Active Duty for Training orders. I am expected to report to the Captain of the Port, Baltimore, Maryland, for two weeks of military duty beginning 4 December. Copies of these orders will be forwarded with my Time and Attendance record.

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